

**Northern New Mexico College  
ACADEMIC POLICY**

<b>Subject:</b>	Program Review
<b>File Reference:</b>	7.2
<b>Date Approved By Board of Regents:</b>	December 15, 1990
<b>Replaces Policy Approved On:</b>	

**Purpose:**

**Policy:** Northern New Mexico Community College's philosophy and statements of purpose drive the management of the college.

A portion of the philosophy statement reads as follows:

"Northern strives to provide a comprehensive education to all residents of the area."

"Northern strives to provide educational programs that reflect the needs of the community of northern New Mexico."

To assure compliance with the philosophy statement it is imperative that instructional programs be reviewed on a two-year cycle to ensure quality education, cost effectiveness, and need.

Policy Statement

Northern New Mexico Community College will review instructional programs on a three-year cycle. The purpose of the review is to improve instruction, verify cost effectiveness and to determine a need for the program. A program may be reviewed out of cycle, as needed.

- Procedures:**
1. The President will appoint a Program Review Committee on an annual basis. The Committee will include:
    - Dean of Instruction
    - Department Chairperson
    - Program Faculty
    - Student Representative
    - Full-time Faculty
    - Director of Records, Recruitment and Admissions
    - Student Job Placement Officer
    - Business Office Representative
  2. The Program Review Committee will review the program based on the following categories:
    - A. Program Need
      - Needs assessment
      - Advisory Board recommendations

- Advisement from consultants and outside agencies
- Enrollment
- B. Quality of Instruction
  - Faculty credentials
  - Quality of curriculum
  - Quantity and quality of equipment
  - Adequacy of facilities
  - Quality of teaching methodology, materials and software
  - Student outcome assessments
  - Student job placement
  - Number of graduates
  - Record of success for students transferring to other colleges and/or universities
  - Relevance of the program to business and industry
  - Availability and quality of instructional and student services support
- C. Cost Effectiveness
  - Cost of program
  - Credit hours generated
  - Student/teacher ratio
  - Equipment replacement and renewal
  - Facility
- 3. The Committee will submit a report to the President
- 4. The President will recommend action to the Board of Regents

**Cross Reference:**